



STATE OF UTAH - DEPARTMENT OF ADMINISTRATIVE SERVICES

**Division of Facilities Construction and Management**

**DFCM**

# **MULTI-STEP BIDDING PROCESS FOR ELECTRICAL CONTRACTORS**

## **CAPITAL IMPROVEMENTS PROJECTS**

### **Stage I Multiple Projects**

### **Request for Submittals**

**RFS 5FY2007**

**March 28, 2006**

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General Conditions dated May 25, 2005 --- By Reference

## **NOTICE TO CONTRACTORS**

The State of Utah - Division of Facilities Construction and Management (DFCM) is requesting submissions (unpriced technical offers) for the following:

### **MULTI-STEP BIDDING PROCESS FOR ELECTRICAL CONTRACTORS FOR MULTIPLE PROJECTS**

DFCM is entering into a Multi-Step Bidding Process for Electrical Contractors for DFCM Capital Improvement Projects (projects less than \$1.5 million dollars). Stage I will involve the pre-qualification of contractors based on the selection criteria outlined in the bidding documents contained herein. During Stage II, pre-qualified contractors will be invited to submit bids on a series of projects listed herein. Pre-qualified contractors will NOT be required to bid on every project listed herein in Stage II.

All contractors responding to this procurement must comply with and require all of their subcontractors to comply with the license laws as required by the State of Utah.

The Stage I bidding documents, including the pre-qualification requirements and schedule, will be available on Tuesday, March 28, 2006 on the DFCM web page at <http://dfcm.utah.gov> and from DFCM, at 4110 State Office Building, Salt Lake City, Utah 84114, telephone (801) 538-3018. For questions regarding this Stage I solicitation, please contact Vic Middleton, DFCM, at (801) 971-0504. No others are to be contacted regarding this solicitation. A non-mandatory pre-submittal meeting to discuss the multi-step bidding process will be held at 11:00 AM on Thursday, April 6, 2006 in 5112 State Office Building, SLC, UT.

When bidding on each individual project during Stage II, registered pre-qualified contractors and contractors pre-qualified in Stage I will be required to submit a Bid Bond in the amount of five percent (5%) of the bid amount, made payable to the Division of Facilities Construction and Management on DFCM's Bid Bond Form. A Bid Bond must accompany each bid.

The Division of Facilities Construction & Management reserves the right to reject any or all submittals/bids or to waive any formality or technicality in any submittal/bid in the interest of the State.

DIVISION OF FACILITIES CONSTRUCTION AND MANAGEMENT  
MARLA WORKMAN, CONTRACT COORDINATOR  
4110 State Office Bldg., Salt Lake City, Utah 84114

## **DESCRIPTION OF WORK**

DFCM is entering into a Multi-Step Bidding Process for Electrical Contractors for DFCM Capital Improvement Projects (under \$1.5 million dollars). Stage I will involve the pre-qualification (unpriced technical offers) of contractors based on the criteria outlined in this document. During Stage II, pre-qualified contractors will be invited to submit bids on a series of identified projects (see attached list of potential projects). While projects may be removed from this list, projects will not be added without a new notice. The final contractor selection will be based on the lowest responsive and responsible bid as provided in the Stage II documents. Pre-qualified contractors will NOT be required to bid on every project listed and will not be penalized for electing not to bid on a particular project.

**The only contractors allowed to bid on the projects listed in this Multi-Step procurement process will be contractors that are pre-qualified by the selection committee in Stage I of this Multi-Step process.**

Pre-qualified contractors shall remain on DFCM's list of pre-qualified contractors provided: (a) they maintain a performance rating of 4 or greater on each DFCM project; (b) they are not suspended for poor performance or failure to comply with requirements of their contract; (c) the firm does not undergo a significant reorganization involving the loss of key personnel (site superintendents, project managers, owners, etc.) to a degree such that the firm no longer meets the pre-qualification requirements outlined in this document; (d) the financial viability of the firm does not significantly change; or (e) the firm is not otherwise disqualified by DFCM. If a contractor fails to comply with items (a) through (e) above, they may be removed from DFCM's list of pre-qualified contractors following an evaluation by a review committee. Contractors will be given the opportunity to address the review committee before a decision is made.

Pre-qualified contractors are ONLY authorized to bid on projects within the discipline that they were originally pre-qualified under. For example, a pre-qualified electrical contractor is not authorized to bid on general contractor work unless they go through the Stage I process and are pre-qualified by a selection committee as a general contractor.

DFCM reserves the right to require any or all contractors/firms on the pre-qualified list to resubmit their performance ratings/references, statements of qualification and management approach documents for review by a selection committee to determine if that contractor/firm will remain on the pre-qualified list.

Individual contractors or alliances between two or more contractors are allowed in this process to form a team. However, one contractor or firm MUST be declared as the lead firm representing the team. If the team is pre-qualified through this multi-step process, the state will only enter into contracts with the lead contractor or firm. The lead contractor or firm must be licensed by the State of Utah and comply with and require all of its subcontractors to comply with the license laws as required by the State of Utah.

**Description of Work**

Page No. 2

**Potential Stage II Projects**

Listed below are the potential projects that may be bid during Stage II. This list is provided in Stage I to give contractors an idea of the type of work, locations, and cost estimates. Additional information including plans and specifications will be provided on each project during Stage II. DFCM reserves the right to delete projects from this list.

<b>Agency/ Institution</b>	<b>Property Number</b>	<b>Project Title</b>	<b>Total Project Funding</b>
Corrections	00487	Draper - Security Lighting Upgrades	\$ 300,000
Corrections	04953 02216 07983	Fremont, Bonneville, NUCCL - AP&P Generator Upgrades	\$ 350,000
Corrections	00480	Draper – Electrical and Security Upgrades	\$ 1,161,300
Corrections	04953 02216 01649	Fremont, Bonneville, Orange – AP&P Lighting	\$ 232,000
Corrections	00487 03880	Draper Timpanogos and Olympus – Security Lighting Improvements	\$ 300,000
Courts	06575	Provo Fourth District Court – Fire Alarm Replacement	\$ 191,800
Courts	05559	Ogden Juvenile Court - Lighting	\$ 143,900
Fairpark	00460	Arena Bleachers – Lighting and Electrical Upgrades	\$ 72,000
Natl Guard	00586	Lehi Armory – Electrical and HVAC Upgrade	\$ 125,000
Natl Guard	08831	Veteran’s Nursing Home – Emergency Power Upgrade	\$ 89,900
SLCC	I0001	Redwood Road – Quad Lighting Upgrade	\$ 209,800
SLCC	05414	South City - Grand Theater Fly System/Lighting/Power Upgrades	\$ 100,000
SLCC	05414	South City – Grand Theater Dimmer System/IR Fire Alarm System/ ATC Secondary Electrical	\$ 80,000
SLCC	00440	Redwood Road – Network CT Panel Repairs and GFCI	\$ 103,500
UDOT	GC002	Cal Rampton – Upgrade Parking Lot Lighting	\$ 444,800
UDOT	00587	Region 3 (Orem 9349) – Install Fire Sprinkler System/Alarm System	\$ 331,800

**STAGE I**  
**MULTI-STEP BIDDING PROCESS PRE-QUALIFICATION**  
**(Unpriced Technical Offers)**

**For DFCM Capital Improvement Projects**

The pre-qualification of contractors will be based on the selection criteria outlined in this document.

**1. Stage I - Multi-Step Bidding Documents**

The Stage I bidding documents consist of all of the information contained in this solicitation and all documents listed in the Table of Contents. All said documents are incorporated in this document by reference.

**2. Availability of Documents**

Bidding documents are available free of charge at the locations stated on the Schedule. The bidding documents are also available at DFCM's internet web site at <http://dfcm.utah.gov>.

**3. Contact Information**

Except as authorized by the DFCM Representative or as otherwise stated in the bidding documents or the pre-submittal meeting, communication during the multi-step bidding process shall be directed to the specified DFCM's Representative. In order to maintain the fair and equitable treatment of everyone, contractors shall not unduly contact or offer gifts or gratuities to owners, users or selection committee members in an effort to influence the selection process or in a manner that gives the appearance of influencing the selection process. This prohibition applies before the bidding documents are issued as the project is developed, and extends through the award of a contract. Failure to comply with this requirement may result in a disqualification from the multi-step bidding process. Contractors should be aware that selection committee members will be required to certify that they have not been contacted by any of the contractors in an attempt to influence the selection process.

**4. Requests for Information**

All requests for information shall be in writing and directed to:

Vic Middleton  
Division of Facilities Construction and Management  
4110 State Office Building  
Salt Lake City, Utah 84114  
E-mail: [Vmiddlet@utah.gov](mailto:Vmiddlet@utah.gov)  
Phone: (801) 971-0504  
Facsimile: (801) 538-3267

**5. Schedule**

The Schedule lists the important events, dates, times and locations of meetings and submittals that must be met by the contractor.

6. **Pre-Submittal Meeting**

A **non-mandatory** pre-submittal meeting will be held on the date and time and at the location listed on the Stage I Schedule. During the meeting, a presentation will be made on the multi-step bidding process. Firms desiring additional information about the multi-step bidding process, pre-qualified list, or proposed projects may ask questions at this meeting. Attendance at this meeting is **not** mandatory.

7. **Submittal Due Dates and Times**

All required submittals must be delivered to, and received by, the Division of Facilities Construction and Management by the time deadline established in the Schedule. Submittals received after the specified time deadline will not be accepted. Please allow adequate time for delivery. If using a courier service, the contractor is responsible for ensuring that delivery will be made directly to the required location prior to the deadline.

8. **Last Day to Submit Questions**

Questions must be submitted in writing to **Vic Middleton**, at DFCM by the deadline listed on the Schedule.

9. **Addendum**

All clarifications will be in writing and issued as addenda to the RFS. Addenda will be posted on DFCM's web site at <http://dfcm.utah.gov>. **Contractors are responsible for obtaining information contained in the addenda from the web site. Any addenda issued prior to the submittal deadline shall become part of the multi-step bidding process and any information required must be included in the contractor's submittal.**

10. **Bid Bond Requirements**

During Stage II, pre-qualified contractors will be required to submit a bid bond in the amount of five percent (5%) of the bid amount made payable to the Division of Facilities Construction and Management on all bids. **The bid bond must be on the "Bid Bond Form" provided in this RFS (procurement documents) in order to be considered an acceptable bid.** If the bid bond security is submitted on a form other than DFCM's required "Bid Bond Form" and the bid security meets all other legal requirements, the contractor will be allowed to provide an acceptable bid bond by the close of business on the next business day following notification by DFCM of submission of a defective bid bond security.

Firms responding to Stage I must be capable of complying with these bid bond requirements or they will not be pre-qualified. Pre-qualified firms that fail to comply with the bid bond requirements during Stage II may be removed from the pre-qualified list.

**11. Performance and References**

DFCM will rate each firm's performance on every project worked on (rating scale: 1 = low; 5 = high). The rating may include comments from agencies. The firm will have an opportunity to review and comment on their ratings. Ratings on DFCM projects over the previous 5 years will be provided to the selection committee for their consideration in evaluating and scoring the past performance of each firm. If a firm has not completed at least three DFCM projects in the last five (5) years, they shall provide by the time indicated on the Stage I Schedule, a list of references on additional projects for a total of 5 projects. References should include: (a) name and address of the project; (b) name and phone number of the person able to answer questions about the project; (c) date of when the work was completed; (d) the cost of the project and the type of project (school, office, warehouse, etc).

**12. Statement of Qualifications**

The contractor shall provide three (3) copies of a statement of qualifications by the time indicated on the Stage I Schedule. The statement should describe: (a) the financial viability of the firm/team; (b) the experience, skill level and qualifications of the firm/team including project managers/site superintendents; (c) examples of similar projects completed by the firm/team and project managers/site superintendents; (d) the firm's/team's areas of expertise and other special qualifications; (e) the firm's/team's track record of completing projects on time and within budget; (f) the firm's/team's reputation and commitment to high quality workmanship; and (g) the firm's/team's ability to comply with the bonding requirements outlined in Section 10 above. The statement of qualifications should be concise (**limit 2 pages**) yet contain sufficient information for evaluation by the selection committee. Note: If multiple firms combine to form a team in order to qualify, only the lead contractor or firm will be allowed to bid on projects. In addition, if any member of the team (contractor or firm) withdraws from the team, the entire team is disqualified from the pre-qualified list and will not be allowed to bid on projects in Stage II.

**13. Project Management Approach**

Each firm/team shall provide three (3) copies of a document describing their approach to project management by the time indicated on the Stage I Schedule. The document should include: (a) the process used for selecting and managing subcontractors; (b) a description of how the firm/team will be organized (document who is in charge with decision making authority); (c) the method used to develop a project schedule to ensure that projects are completed on time including the process used to determine when long lead materials and equipment are ordered; (d) the actions that will be taken (plan) to bring a project back on schedule if it has fallen behind schedule; (e) the procedures in place to minimize change orders; (f) the methodology used to ensure the accuracy of bids; (g) the approach to site security and project safety; (h) the firm's/team's understanding of DFCM's construction management policies and procedures; and (i) any other information that will assist the selection committee in evaluating the firm's/team's approach to project management. Include an organization chart of key personnel and a description of their duties. The project management approach document should be concise (**limit 2 pages**) yet contain sufficient information for evaluation by the selection committee. The organization chart is a separate document and is not counted as one of the two pages.



**14. Selection Committee**

The selection committee will evaluate and score each firm/team. Committee members may include individuals from the Utah State Building Board, DFCM, state agencies, institutions of higher education, representatives from the design and construction disciplines, or others deemed appropriate by the DFCM.

**15. Interviews.**

Firms will be notified of the date and time of their interview. Otherwise, the selection committee reserves the right to pre-qualify firms/teams based on their submitted past performance ratings/references, statement of qualifications and project management approach.

If necessary, interviews will be conducted with all responsive and responsible contractors. Firms that are late or do not appear for the interview may be disqualified by the committee. The evaluation will be made using the selection criteria noted in this document. Information provided by the past performance/references, statement of qualifications, project management approach and the interview will be evaluated using the selection criteria as the basis for the selection. The purpose of the interview is to allow contractors an opportunity to present their qualifications, discuss past performance/references and describe their project management approach. It will also provide an opportunity for the selection committee to ask questions about these items. Firms may elect to have management personnel, project managers and superintendents in attendance. Attendance of subcontractors is at the discretion of the contractor. The method of presentation is at the discretion of the contractor. The interviews will be held on the date and at the place specified in the Stage I Schedule.

**16. Selection Criteria**

The following criteria and weighting will be used in evaluating each firm/team. The selection committee will consider all criteria in performing a comprehensive evaluation of each firm/team. Each firm/team will be scored by each selection committee member in the categories listed below.

- A. Performance Rating/References.** The committee will evaluate and score each firm's/team's past performance rating and references in accordance with the information outlined in Section 11 above as well as additional information about the firm's/team's performance ratings/references presented during the interview. **Possible Points: 35**
- B. Statement of Qualifications.** The committee will evaluate and score each firm's/team's qualifications in accordance with the information outlined in Section 12 above as well as additional information about the firm's/team's qualifications presented during the interview. **Possible Points: 35**
- C. Project Management Approach.** The committee will evaluate and score each firm's/team's project management approach in accordance with the information outlined in Section 13 above as well as additional information about the firm's/team's project management approach presented during the interview. **Possible Points: 30**

**TOTAL POINTS = 100 POINTS**

**17. Pre-Qualification**

Firms/teams achieving a **total score of 85 or greater** by the selection committee will be added to DFCM's list of pre-qualified contractors and will be invited to bid on the projects listed herein during Stage II. During Stage II, the final contractor selection for each project will be based on the lowest responsive and responsible bidder as provided in the Stage II documents.

The only contractors allowed to bid on the projects listed in this Multi-Step procurement process will be contractors that are pre-qualified by the selection committee in Stage I of this Multi-Step process.

Pre-qualified contractors shall remain on DFCM's list of pre-qualified contractors provided: (a) they maintain a performance rating of 4 or greater on each DFCM project; (b) they are not suspended for poor performance or failure to comply with requirements of their contract; (c) the firm does not undergo a significant reorganization involving the loss of key personnel (site superintendents, project managers, owners, etc.) to a degree such that the firm no longer meets the pre-qualification requirements outlined in this document; (d) the financial viability of the firm does not significantly change; or (e) the firm is not otherwise disqualified by DFCM. If a contractor fails to comply with items (a) through (e) above, they may be removed from DFCM's list of pre-qualified contractors following an evaluation by a review committee. Contractors will be given the opportunity to address the review committee before a decision is made.

Previously pre-qualified contractors MUST register by completing the Registration and Certification Form of good standing located after the Stage I Schedule in this document in order to submit a cost bid in Stage II of this Multi-Step procurement process.

Pre-qualified contractors are **ONLY** authorized to bid on projects within the discipline that they were originally pre-qualified under. For example, a pre-qualified electrical contractor is not authorized to bid on general contractor work unless they go through the Stage I process and are pre-qualified by a selection committee as a general contractor.

**18. Trade Secrets or Confidential Matters**

Any submitter may designate those portions of the submittals which contain trade secrets or other confidential matters that the Governmental Records and Access Management Act (GRAMA) would allow to be a protected record. Any disclosure of submittals or portions thereof shall be in accordance with GRAMA and State law.



STATE OF UTAH - DEPARTMENT OF ADMINISTRATIVE SERVICES

## Division of Facilities Construction and Management

**DFCM**

### STAGE I - SCHEDULE

<b>PROJECT NAME: RFS 5FY2007 STAGE I - PRE-QUALIFICATION SUBMITTAL ELECTRICAL CONTRACTORS</b>				
<b>Event</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Place</b>
Advertisement Placed	Sunday	March 26, 2006		Multi-Media
Stage I Document Available	Tuesday	March 28, 2006	8:30 AM	DFCM 4110 State Office Building SLC, UT or DFCM web site*
<b>Non-Mandatory</b> Pre-Submittal Meeting	Thursday	April 6, 2006	11:00 AM	5112 State Office Building, SLC, UT
Questions (In Writing)	Friday	April 7, 2006	4:00 PM	DFCM 4110 State Office Building SLC, UT
Final Addendum	Monday	April 10, 2006	4:00 PM	DFCM 4110 State Office Building SLC, UT or DFCM web site*
List of References, Statement of Qualifications, Project Management Approach	Thursday	April 13, 2006	12:00 NOON	DFCM 4110 State Office Building SLC, UT
Interviews by Selection Committee for those (if needed)	Wednesday	April 19, 2006	To Be Announced	
Pre-Qualified List Announced	Thursday	April 20, 2006		

\* DFCM's web site address is <http://dfcm.utah.gov>

## **STAGE II - MULTI-STEP BIDDING PROCESS**

**Only firms pre-qualified in Stage I of this RFS are allowed to participate in Stage II**

### **1. Invitational Bid Procedures**

- A. DFCM will notify each pre-qualified firm (via fax or e-mail) when a project is ready for construction services and invite them to bid on the project;
- B. A description of work or a set of plans/specifications will be given to each contractor. Plans and specifications will also be available on the DFCM web page at <http://dfcm.utah.gov> and on CDs from DFCM, at 4110 State Office Building, Salt Lake City, Utah 84114, telephone (801)538-3018.
- C. A schedule will be provided showing critical dates including if a mandatory pre-bid site meeting is required, the question and answer period, the bid submittal deadline, the subcontractor list submittal deadline, etc.

#### **Notes:**

- A. Firms failing to attend a pre-bid site meeting labeled “Mandatory” will not be allowed to bid on that project.
- B. Pre-qualified contractors shall remain on DFCM’s list of pre-qualified contractors provided: (a) they maintain a performance rating of 4 or greater on each project, (b) they are not suspended for failure to comply with requirements of their contract, (c) the firm has not undergone a significant reorganization involving the loss of key personnel (site superintendents, project managers, owners, etc.) to a degree such that the firm no longer meets the pre-qualification requirements outlined in this document, (d) The financial viability of the firm has not significantly changed, or (e) the firm is not otherwise disqualified by DFCM. If a contractor fails to comply with items (a) through (e) above, they may be removed from DFCM’s list of pre-qualified contractors following an evaluation by a review committee. Contractors will be given the opportunity to address the review committee before a decision is made. Pre-qualified contractors are ONLY authorized to bid on projects within the discipline that they were originally pre-qualified under.

### **2. Award of Contract**

The State of Utah will enter into a contract with the firm submitting the lowest responsive and responsible bid, provided the firm meets all other DFCM and state procurement requirements pertaining to the invitational bid process.

### **3. Contract and Bond**

The Contractor's Agreement will be in the form found in the specifications. The contract time will be as indicated in the contractor's agreement. The selected contractor, simultaneously with the execution of the Contractor's Agreement, will be required to furnish a performance bond and a payment bond, both bearing original signatures, upon the exact DFCM forms provided in Stage II – Multi-Step bidding documents. The performance and payment bonds shall be for an amount equal to one hundred percent (100%) of the contract sum and secured from a company that meets the requirements specified in the requisite forms. Any bonding requirements for subcontractors will be specified in the Supplementary General Conditions.

**4. Interpretation of Drawings and Specifications**

If any firm submitting a bid is in doubt as to the meaning of any part of the drawings, specifications or other contract documents, such person shall submit to the specified DFCM representative a request for an interpretation thereof. The person or entity submitting the request will be responsible for its prompt delivery. Any interpretation of the proposed documents will be made only by addenda duly issued and a copy of such addenda will be mailed or delivered to each person or entity receiving a set of documents. DFCM or the Designer will not be responsible for any other explanations or interpretations of the proposed documents.

**5. Licensure**

The contractor shall comply with and require all of its subcontractors to comply with the license laws as required by the State of Utah.

**6. Financial Responsibility of Contractors and Subcontractors**

Contractors shall respond promptly to any inquiry in writing by DFCM to any concern of financial responsibility of the contractor or subcontractor.

**7. Listing of Subcontractors**

Within 24 hours of the bid opening, contractors will be required to submit a listing of subcontractors per the requirements contained in the Stage II bidding documents.

**8. Product Approvals**

Where reference is made to one or more proprietary products in the contract documents, but restrictive descriptive materials of one or more manufacturer(s) is referred to in the contract documents, the products of other manufacturers will be accepted, provided they equal or exceed the standards set forth in the drawings and specifications and are compatible with the intent and purpose of the design, subject to the written approval of the Designer. Such written approval must occur prior to the deadline established for the last scheduled addenda to be issued. The Designer's written approval will be in an issued addendum. If the descriptive material is not restrictive, the products of other manufacturers specified will be accepted without prior approval provided they are compatible with the intent and purpose of the design as determined by the Designer.

**9. Withdrawal of Bids**

Bids may be withdrawn on written request received from contractor until the notice of selection is issued.

**Stage II – Multi-Step Bidding Process**  
**Page No. 3**

**10.     Time is of the Essence**

Time is of the essence in regard to all the requirements of the contract documents.

**11.     Right to Reject Proposals**

DFCM reserves the right to reject any or all bids.

**Division of Facilities Construction and Management****STAGE II - SCHEDULE****PROJECT NAME:****DFCM PROJECT NO.:**

Event	Day	Date	Time	Place
Stage II Construction Documents Available. Contractors determined to be acceptable in Stage I (prequalified) will be notified via fax or e-mail				
Mandatory Pre-Bid Site Meeting				
Last Day to Submit Questions			4:00 PM	
Final Addendum Issued			4:00 PM	
Bids Due	Tues, Wed or Thurs			DFCM, 4110 State Office Building, SLC, UT
Subcontractors List Due 24 hours from date/time of Bid	Wed, Thurs, or Fri			DFCM, 4110 State Office Building, SLC, UT

DFCM's web site address is <http://dfcm.utah.gov>

## BID BOND

(Title 63, Chapter 56, U. C. A. 1953, as Amended)

### KNOW ALL PERSONS BY THESE PRESENTS:

That \_\_\_\_\_ hereinafter referred to as the "Principal," and \_\_\_\_\_, a corporation organized and existing under the laws of the State of \_\_\_\_\_, with its principal office in the City of \_\_\_\_\_ and authorized to transact business in this State and U. S. Department of the Treasury Listed, (Circular 570, Companies Holding Certificates of Authority as Acceptable Securities on Federal Bonds and as Acceptable Reinsuring Companies); hereinafter referred to as the "Surety," are held and firmly bound unto the STATE OF UTAH, hereinafter referred to as the "Obligee," in the amount of \$ \_\_\_\_\_ (5% of the accompanying bid), being the sum of this Bond to which payment the Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

**THE CONDITION OF THIS OBLIGATION IS SUCH** that whereas the Principal has submitted to Obligee the accompanying bid incorporated by reference herein, dated as shown, to enter into a contract in writing for the \_\_\_\_\_ Project.

**NOW, THEREFORE, THE CONDITION OF THE ABOVE OBLIGATION IS SUCH**, that if the said principal does not execute a contract and give bond to be approved by the Obligee for the faithful performance thereof within ten (10) days after being notified in writing of such contract to the principal, then the sum of the amount stated above will be forfeited to the State of Utah as liquidated damages and not as a penalty; if the said principal shall execute a contract and give bond to be approved by the Obligee for the faithful performance thereof within ten (10) days after being notified in writing of such contract to the Principal, then this obligation shall be null and void. It is expressly understood and agreed that the liability of the Surety for any and all defaults of the Principal hereunder shall be the full penal sum of this Bond. The Surety, for value received, hereby stipulates and agrees that obligations of the Surety under this Bond shall be for a term of sixty (60) days from actual date of the bid opening.

**PROVIDED, HOWEVER**, that this Bond is executed pursuant to provisions of Title 63, Chapter 56, Utah Code Annotated, 1953, as amended, and all liabilities on this Bond shall be determined in accordance with said provisions to same extent as if it were copied at length herein.

**IN WITNESS WHEREOF**, the above bounden parties have executed this instrument under their several seals on the date indicated below, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**Principal's name and address (if other than a corporation):**

\_\_\_\_\_  
By: \_\_\_\_\_  
Title: \_\_\_\_\_

**Principal's name and address (if a corporation):**

\_\_\_\_\_  
By: \_\_\_\_\_  
Title: \_\_\_\_\_  
(Affix Corporate Seal)

**Surety's name and address:**

\_\_\_\_\_  
\_\_\_\_\_  
By: \_\_\_\_\_  
Attorney-in-Fact (Affix Corporate Seal)

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ ) ss.

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, personally appeared before me \_\_\_\_\_, whose identity is personally known to me or proved to me on the basis of satisfactory evidence, and who, being by me duly sworn, did say that he/she is the Attorney-in-fact of the above-named Surety Company, and that he/she is duly authorized to execute the same and has complied in all respects with the laws of Utah in reference to becoming sole surety upon bonds, undertakings and obligations, and that he/she acknowledged to me that as Attorney-in-fact executed the same.

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
My Commission Expires: \_\_\_\_\_  
Resides at: \_\_\_\_\_

**Agency:** \_\_\_\_\_  
**Agent:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

Approved As To Form: May 25, 2005  
By Alan S. Bachman, Asst Attorney General



**Division of Facilities Construction and Management****INSTRUCTION AND SUBCONTRACTORS LIST FORM**

The three low bidders, as well as all other bidders that desire to be considered, are required by law to submit to DFCM within 24 hours of bid opening a list of **ALL** first-tier subcontractors, including the subcontractor's name, bid amount and other information required by Building Board Rule and as stated in these Contract Documents, on the following basis:

**PROJECTS UNDER \$500,000 - ALL SUBS \$20,000 OR OVER MUST BE LISTED**  
**PROJECTS \$500,000 OR MORE - ALL SUBS \$35,000 OR OVER MUST BE LISTED**

- Any additional subcontractors identified in the bid documents shall also be listed.
- The DFCM Director may not consider any bid submitted by a bidder if the bidder fails to submit a subcontractor list meeting the requirements of State law.
- List subcontractors for base bid as well as the impact on the list that the selection of any alternate may have.
- Bidder may not list more than one subcontractor to perform the same work.
- Bidder must list "Self" if performing work itself.

**LICENSURE:**

The subcontractor's name, the type of work, the subcontractor's bid amount, and the subcontractor's license number as issued by DOPL, if such license is required under Utah Law, shall be listed. Bidder shall certify that all subcontractors, required to be licensed, are licensed as required by State law. A subcontractor includes a trade contractor or specialty contractor and does not include suppliers who provide only materials, equipment, or supplies to a contractor or subcontractor.

**BIDDER LISTING 'SELF' AS PERFORMING THE WORK:**

Any bidder that is properly licensed for the particular work and intends to perform that work itself in lieu of a subcontractor that would otherwise be required to be on the subcontractor list, must insert the term 'Self' for that category on the subcontractor list form. Any listing of 'Self' on the sublist form shall also include the amount allocated for that work.

**'SPECIAL EXCEPTION':**

A bidder may list 'Special Exception' in place of a subcontractor when the bidder intends to obtain a subcontractor to perform the work at a later date because the bidder was unable to obtain a qualified or reasonable bid under the provisions of U.C.A. Section 63A-5-208(4). The bidder shall insert the term 'Special Exception' for that category of work, and shall provide documentation with the subcontractor list describing the bidder's efforts to obtain a bid of a qualified subcontractor at a reasonable cost and why the bidder was unable to obtain a qualified subcontractor bid. The Director must find that the bidder complied in good faith with State law requirements for any 'Special Exception' designation, in order for the bid to be considered. If awarded the contract, the Director shall supervise the bidder's efforts to obtain a qualified subcontractor bid. The amount of the awarded contract may not be adjusted to reflect the actual amount of the subcontractor's bid. Any listing of 'Special Exception' on the sublist form shall also include amount allocated for that work.

**Instructions And Subcontractors List Form**  
**Page No. 2**

**GROUND FOR DISQUALIFICATION:**

The Director may not consider any bid submitted by a bidder if the bidder fails to submit a subcontractor list meeting the requirements of State law. Director may withhold awarding the contract to a particular bidder if one or more of the proposed subcontractors are considered by the Director to be unqualified to do the Work or for such other reason in the best interest of the State of Utah. Notwithstanding any other provision in these instructions, if there is a good faith error on the sublist form, at the sole discretion of the Director, the Director may provide notice to the contractor and the contractor shall have 24 hours to submit the correction to the Director. If such correction is submitted timely, then the sublist requirements shall be considered met.

**CHANGES OF SUBCONTRACTORS SPECIFICALLY IDENTIFIED ON SUBLIST FORM:**

Subsequent to twenty-four hours after the bid opening, the contractor may change its listed subcontractors only after receiving written permission from the Director based on complying with all of the following criteria.

- (1) The contractor has established in writing that the change is in the best interest of the State and that the contractor establishes an appropriate reason for the change, which may include, but not is not limited to, the following reasons: the original subcontractor has failed to perform, or is not qualified or capable of performing, and/or the subcontractor has requested in writing to be released.
- (2) The circumstances related to the request for the change do not indicate any bad faith in the original listing of the subcontractors.
- (3) Any requirement set forth by the Director to ensure that the process used to select a new subcontractor does not give rise to bid shopping.
- (4) Any increase in the cost of the subject subcontractor work is borne by the contractor.
- (5) Any decrease in the cost of the subject subcontractor work shall result in a deductive change order being issued for the contract for such decreased amount.
- (6) The Director will give substantial weight to whether the subcontractor has consented in writing to being removed unless the Contractor establishes that the subcontractor is not qualified for the work.

**EXAMPLE:**

Example of a list where there are only four subcontractors:

TYPE OF WORK	SUBCONTRACTOR, "SELF" OR "SPECIAL EXCEPTION"	SUBCONTRACTOR BID AMOUNT	CONT. LICENSE #
ELECTRICAL	ABCD Electric Inc.	\$350,000.00	123456789000
LANDSCAPING	"Self"	300,000.00	123456789000
CONCRETE (ALTERNATE #1)	XYZ Concrete Inc	298,000.00	987654321000
MECHANICAL	"Special Exception" (attach documentation)	Fixed at: 350,000.00	(TO BE PROVIDED AFTER OBTAINING SUBCONTRACTOR)

**PURSUANT TO STATE LAW - SUBCONTRACTOR BID AMOUNTS CONTAINED IN THIS  
SUBCONTRACTOR LIST SHALL NOT BE DISCLOSED UNTIL THE CONTRACT HAS BEEN AWARDED.**

**Division of Facilities Construction and Management****SUBCONTRACTORS LIST  
FAX TO 801-538-3677****PROJECT TITLE:** \_\_\_\_\_**Caution:** You must read and comply fully with instructions.

TYPE OF WORK	SUBCONTRACTOR, "SELF" OR "SPECIAL EXCEPTION"	SUBCONTRACTOR BID AMOUNT	CONT. LICENSE #

We certify that:

1. This list includes all subcontractors as required by the instructions, including those related to the base bid as well as any alternates.
2. We have listed "Self" or "Special Exception" in accordance with the instructions.
3. All subcontractors are appropriately licensed as required by State law.

FIRM: \_\_\_\_\_

DATE: \_\_\_\_\_

SIGNED BY: \_\_\_\_\_

**NOTICE:** FAILURE TO SUBMIT THIS FORM, PROPERLY COMPLETED AND SIGNED, AS REQUIRED IN THESE CONTRACT DOCUMENTS, SHALL BE GROUNDS FOR DFCMS REFUSAL TO ENTER INTO A WRITTEN CONTRACT WITH BIDDER. ACTION MAY BE TAKEN AGAINST BIDDERS BID BOND AS DEEMED APPROPRIATE BY DFCM. ATTACH A SECOND PAGE IF NECESSARY.

## CONTRACTOR'S AGREEMENT

FOR:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

THIS CONTRACTOR'S AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2006, by and between the DIVISION OF FACILITIES CONSTRUCTION AND MANAGEMENT, hereinafter referred to as "DFCM", and \_\_\_\_\_, incorporated in the State of Utah and authorized to do business in the State of Utah, hereinafter referred to as "Contractor", whose address is \_\_\_\_\_ Utah \_\_\_\_\_.

WITNESSETH: WHEREAS, DFCM intends to have \_\_\_\_\_ Work performed at \_\_\_\_\_

WHEREAS, Contractor agrees to perform the Work for the sum stated herein.

NOW, THEREFORE, DFCM and Contractor for the consideration provided in this Contractor's Agreement, agree as follows:

**ARTICLE 1. SCOPE OF WORK.** The Work to be performed shall be in accordance with the Contract Documents prepared by \_\_\_\_\_ and entitled "\_\_\_\_\_"

The DFCM General Conditions ("General Conditions") dated May 25, 2005 on file at the office of DFCM and available on the DFCM website, are hereby incorporated by reference as part of this Agreement and are included in the specifications for this Project. All terms used in this Contractor's Agreement shall be as defined in the Contract Documents, and in particular, the General Conditions.

The Contractor Agrees to furnish labor, materials and equipment to complete the Work as required in the Contract Documents which are hereby incorporated by reference. It is understood and agreed by the parties hereto that all Work shall be performed as required in the Contract Documents and shall be subject to inspection and approval of DFCM or its authorized representative. The relationship of the Contractor to the DFCM hereunder is that of an independent Contractor.

**ARTICLE 2. CONTRACT SUM.** The DFCM agrees to pay and the Contractor agrees to accept in full performance of this Contractor's Agreement, the sum of

\_\_\_\_\_ **DOLLARS AND**  
**NO CENTS (\$\_\_\_\_\_)**, which is the base bid, and includes the cost of a 100%

CONTRACTOR'S AGREEMENT  
PAGE NO. 2

Performance Bond and a 100% Payment Bond as well as all insurance requirements of the Contractor. Said bonds have already been posted by the Contractor pursuant to State law. The required proof of insurance certificates have been delivered to DFCM in accordance with the General Conditions before the execution of this Contractor's Agreement.

**ARTICLE 3. TIME OF COMPLETION AND DELAY REMEDY.** The Work shall be Substantially Complete by \_\_\_\_\_ after the date of the Notice to Proceed. Contractor agrees to pay liquidated damages in the amount of \_\_\_\_\_ per day for each day after expiration of the Contract Time until the Contractor achieves Substantial Completion in accordance with the Contract Documents, if Contractor's delay makes the damages applicable. The provision for liquidated damages is: (a) to compensate the DFCM for delay only; (b) is provided for herein because actual damages can not be readily ascertained at the time of execution of this Contractor's Agreement; (c) is not a penalty; and (d) shall not prevent the DFCM from maintaining Claims for other non-delay damages, such as costs to complete or remedy defective Work.

No action shall be maintained by the Contractor, including its or Subcontractor or suppliers at any tier, against the DFCM or State of Utah for damages or other claims due to losses attributable to hindrances or delays from any cause whatsoever, including acts and omissions of the DFCM or its officers, employees or agents, except as expressly provided in the General Conditions. The Contractor may receive a written extension of time, signed by the DFCM, in which to complete the Work under this Contractor's Agreement in accordance with the General Conditions.

**ARTICLE 4. CONTRACT DOCUMENTS.** The Contract Documents consist of this Contractor's Agreement, the Conditions of the Contract (DFCM General Conditions, Supplementary and other Conditions), the Drawings, Specifications, Addenda and Modifications. The Contract Documents shall also include the bidding documents, including the Notice to Contractors, Instructions to Bidders/Proposers and the Bid/Proposal, to the extent not in conflict therewith and other documents and oral presentations that are documented as an attachment to the contract.

All such documents are hereby incorporated by reference herein. Any reference in this Contractor's Agreement to certain provisions of the Contract Documents shall in no way be construed as to lessen the importance or applicability of any other provisions of the Contract Documents.

**ARTICLE 5. PAYMENT.** The DFCM agrees to pay the Contractor from time to time as the Work progresses, but not more than once each month after the date of Notice to Proceed, and only upon Certificate of the A/E for Work performed during the preceding calendar month, ninety-five percent (95%) of the value of the labor performed and ninety-five percent (95%) of the value of materials furnished in place or on the site. The Contractor agrees to furnish to the DFCM invoices for materials purchased and on the site but not installed, for which the

Contractor requests payment and agrees to safeguard and protect such equipment or materials and is responsible for safekeeping thereof and if such be stolen, lost or destroyed, to replace same.

Such evidence of labor performed and materials furnished as the DFCM may reasonably require shall be supplied by the Contractor at the time of request for Certificate of Payment on account. Materials for which payment has been made cannot be removed from the job site without DFCM's written approval. Five percent (5%) of the earned amount shall be retained from each monthly payment. The retainage, including any additional retainage imposed and the release of any retainage, shall be in accordance with UCA 13-8-5 as amended. Contractor shall also comply with the requirements of UCA 13-8-5, including restrictions of retainage regarding subcontractors and the distribution of interest earned on the retention proceeds. The DFCM shall not be responsible for enforcing the Contractor's obligations under State law in fulfilling the retention law requirements with subcontractors at any tier.

**ARTICLE 6. INDEBTEDNESS.** Before final payment is made, the Contractor must submit evidence satisfactory to the DFCM that all payrolls, materials bills, subcontracts at any tier and outstanding indebtedness in connection with the Work have been properly paid. Final Payment will be made after receipt of said evidence, final acceptance of the Work by the DFCM as well as compliance with the applicable provisions of the General Conditions.

Contractor shall respond immediately to any inquiry in writing by DFCM as to any concern of financial responsibility and DFCM reserves the right to request any waivers, releases or bonds from Contractor in regard to any rights of Subcontractors (including suppliers) at any tier or any third parties prior to any payment by DFCM to Contractor.

**ARTICLE 7. ADDITIONAL WORK.** It is understood and agreed by the parties hereto that no money will be paid to the Contractor for additional labor or materials furnished unless a new contract in writing or a Modification hereof in accordance with the General Conditions and the Contract Documents for such additional labor or materials has been executed. The DFCM specifically reserves the right to modify or amend this Contractor's Agreement and the total sum due hereunder either by enlarging or restricting the scope of the Work.

**ARTICLE 8. INSPECTIONS.** The Work shall be inspected for acceptance in accordance with the General Conditions.

**ARTICLE 9. DISPUTES.** Any dispute, PRE or Claim between the parties shall be subject to the provisions of Article 7 of the General Conditions. DFCM reserves all rights to pursue its rights and remedies as provided in the General Conditions.

**ARTICLE 10. TERMINATION, SUSPENSION OR ABANDONMENT.** This Contractor's Agreement may be terminated, suspended or abandoned in accordance with the General Conditions.

**ARTICLE 11. DFCM'S RIGHT TO WITHHOLD CERTAIN AMOUNT AND MAKE USE THEREOF.** The DFCM may withhold from payment to the Contractor such amount as, in DFCM's judgment, may be necessary to pay just claims against the Contractor or Subcontractor at any tier for labor and services rendered and materials furnished in and about the Work. The DFCM may apply such withheld amounts for the payment of such claims in DFCM's discretion. In so doing, the DFCM shall be deemed the agent of Contractor and payment so made by the DFCM shall be considered as payment made under this Contractor's Agreement by the DFCM to the Contractor. DFCM shall not be liable to the Contractor for any such payment made in good faith. Such withholdings and payments may be made without prior approval of the Contractor and may be also be prior to any determination as a result of any dispute, PRE, Claim or litigation.

**ARTICLE 12. INDEMNIFICATION.** The Contractor shall comply with the indemnification provisions of the General Conditions.

**ARTICLE 13. SUCCESSORS AND ASSIGNMENT OF CONTRACT.** The DFCM and Contractor, respectively bind themselves, their partners, successors, assigns and legal representatives to the other party to this Agreement, and to partners, successors, assigns and legal representatives of such other party with respect to all covenants, provisions, rights and responsibilities of this Contractor's Agreement. The Contractor shall not assign this Contractor's Agreement without the prior written consent of the DFCM, nor shall the Contractor assign any moneys due or to become due as well as any rights under this Contractor's Agreement, without prior written consent of the DFCM.

**ARTICLE 14. RELATIONSHIP OF THE PARTIES.** The Contractor accepts the relationship of trust and confidence established by this Contractor's Agreement and covenants with the DFCM to cooperate with the DFCM and A/E and use the Contractor's best skill, efforts and judgment in furthering the interest of the DFCM; to furnish efficient business administration and supervision; to make best efforts to furnish at all times an adequate supply of workers and materials; and to perform the Work in the best and most expeditious and economic manner consistent with the interests of the DFCM.

**ARTICLE 15. AUTHORITY TO EXECUTE AND PERFORM AGREEMENT.** Contractor and DFCM each represent that the execution of this Contractor's Agreement and the performance thereunder is within their respective duly authorized powers.

**ARTICLE 16. ATTORNEY FEES AND COSTS.** Except as otherwise provided in the dispute resolution provisions of the General Conditions, the prevailing party shall be entitled to reasonable attorney fees and costs incurred in any action in the District Court and/or appellate body to enforce this Contractor's Agreement or recover damages or any other action as a result of a breach thereof.

CONTRACTOR'S AGREEMENT  
PAGE NO. 5

**IN WITNESS WHEREOF**, the parties hereto have executed this Contractor's Agreement on the day and year stated hereinabove.

**CONTRACTOR:**

\_\_\_\_\_  
Signature Date

Title: \_\_\_\_\_

State of \_\_\_\_\_ )  
County of \_\_\_\_\_ )

\_\_\_\_\_  
Please type/print name clearly

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, personally appeared before me, \_\_\_\_\_, whose identity is personally known to me (or proved to me on the basis of satisfactory evidence) and who by me duly sworn (or affirmed), did say that he (she) is the \_\_\_\_\_ (title or office) of the firm and that said document was signed by him (her) in behalf of said firm.

(SEAL)

\_\_\_\_\_  
**Notary Public**

My Commission Expires \_\_\_\_\_

APPROVED AS TO AVAILABILITY  
OF FUNDS:

\_\_\_\_\_  
David D. Williams, Jr. Date  
DFCM Administrative Services Director

**DIVISION OF FACILITIES  
CONSTRUCTION AND MANAGEMENT**

\_\_\_\_\_  
Vic Middleton, Manager Date  
Capital Improvements

APPROVED AS TO FORM:  
ATTORNEY GENERAL  
May 25, 2005  
By: Alan S. Bachman  
Asst Attorney General

APPROVED FOR EXPENDITURE:

\_\_\_\_\_  
Division of Finance Date



**PERFORMANCE BOND**  
(Title 63, Chapter 56, U. C. A. 1953, as Amended)

That \_\_\_\_\_ hereinafter referred to as the "Principal" and \_\_\_\_\_, a corporation organized and existing under the laws of the State of \_\_\_\_\_, with its principal office in the City of \_\_\_\_\_ and authorized to transact business in this State and U. S. Department of the Treasury Listed (Circular 570, Companies Holding Certificates of Authority as Acceptable Securities on Federal Bonds and as Acceptable Reinsuring Companies); hereinafter referred to as the "Surety," are held and firmly bound unto the State of Utah, hereinafter referred to as the "Obligee," in the amount of \_\_\_\_\_ DOLLARS (\$\_\_\_\_\_) for the payment whereof, the said Principal and Surety bind themselves and their heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

**WHEREAS**, the Principal has entered into a certain written Contract with the Obligee, dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, to construct \_\_\_\_\_ in the County of \_\_\_\_\_, State of Utah, Project No. \_\_\_\_\_, for the approximate sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_), which Contract is hereby incorporated by reference herein.

**NOW, THEREFORE**, the condition of this obligation is such that if the said Principal shall faithfully perform the Contract in accordance with the Contract Documents including, but not limited to, the Plans, Specifications and conditions thereof, the one year performance warranty, and the terms of the Contract as said Contract may be subject to Modifications or changes, then this obligation shall be void; otherwise it shall remain in full force and effect.

No right of action shall accrue on this bond to or for the use of any person or corporation other than the state named herein or the heirs, executors, administrators or successors of the Owner.

The parties agree that the dispute provisions provided in the Contract Documents apply and shall constitute the sole dispute procedures of the parties.

**PROVIDED, HOWEVER**, that this Bond is executed pursuant to the Provisions of Title 63, Chapter 56, Utah Code Annotated, 1953, as amended, and all liabilities on this Bond shall be determined in accordance with said provisions to the same extent as if it were copied at length herein.

**IN WITNESS WHEREOF**, the said Principal and Surety have signed and sealed this instrument this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**WITNESS OR ATTESTATION:**

\_\_\_\_\_

**PRINCIPAL:**

\_\_\_\_\_

By: \_\_\_\_\_

(Seal)

Title: \_\_\_\_\_

**WITNESS OR ATTESTATION:**

\_\_\_\_\_

**SURETY:**

\_\_\_\_\_

By: \_\_\_\_\_  
Attorney-in-Fact

(Seal)

STATE OF \_\_\_\_\_ )  
 ) ss.

COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, personally appeared before me \_\_\_\_\_, whose identity is personally known to me or proved to me on the basis of satisfactory evidence, and who, being by me duly sworn, did say that he/she is the Attorney in-fact of the above-named Surety Company and that he/she is duly authorized to execute the same and has complied in all respects with the laws of Utah in reference to becoming sole surety upon bonds, undertakings and obligations, and that he/she acknowledged to me that as Attorney-in-fact executed the same.

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

My commission expires: \_\_\_\_\_

Resides at: \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

**Agency:** \_\_\_\_\_  
**Agent:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_

Approved As To Form: May 25, 2005  
By Alan S. Bachman, Asst Attorney General

## PAYMENT BOND

(Title 63, Chapter 56, U. C. A. 1953, as Amended)

### KNOW ALL PERSONS BY THESE PRESENTS:

That \_\_\_\_\_ hereinafter referred to as the "Principal," and \_\_\_\_\_, a corporation organized and existing under the laws of the State of \_\_\_\_\_ authorized to do business in this State and U. S. Department of the Treasury Listed (Circular 570, Companies Holding Certificates of Authority as Acceptable Securities on Federal Bonds and as Acceptable Reinsuring Companies); with its principal office in the City of \_\_\_\_\_, hereinafter referred to as the "Surety," are held and firmly bound unto the State of Utah hereinafter referred to as the "Obligee," in the amount of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_) for the payment whereof, the said Principal and Surety bind themselves and their heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

**WHEREAS**, the Principal has entered into a certain written Contract with the Obligee, dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, to construct \_\_\_\_\_ in the County of \_\_\_\_\_, State of Utah, Project No. \_\_\_\_\_ for the approximate sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_), which contract is hereby incorporated by reference herein.

**NOW, THEREFORE**, the condition of this obligation is such that if the said Principal shall pay all claimants supplying labor or materials to Principal or Principal's Subcontractors in compliance with the provisions of Title 63, Chapter 56, of Utah Code Annotated, 1953, as amended, and in the prosecution of the Work provided for in said Contract, then, this obligation shall be void; otherwise it shall remain in full force and effect.

That said Surety to this Bond, for value received, hereby stipulates and agrees that no changes, extensions of time, alterations or additions to the terms of the Contract or to the Work to be performed thereunder, or the specifications or drawings accompanying same shall in any way affect its obligation on this Bond, and does hereby waive notice of any such changes, extensions of time, alterations or additions to the terms of the Contract or to the Work or to the specifications or drawings and agrees that they shall become part of the Contract Documents.

**PROVIDED, HOWEVER**, that this Bond is executed pursuant to the provisions of Title 63, Chapter 56, Utah Code Annotated, 1953, as amended, and all liabilities on this Bond shall be determined in accordance with said provisions to the same extent as if it were copied at length herein.

**IN WITNESS WHEREOF**, the said Principal and Surety have signed and sealed this instrument this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

### WITNESS OR ATTESTATION:

\_\_\_\_\_

(Seal)

### WITNESS OR ATTESTATION:

\_\_\_\_\_

STATE OF \_\_\_\_\_ )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

### PRINCIPAL:

\_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

### SURETY:

\_\_\_\_\_

By: \_\_\_\_\_  
Attorney-in-Fact (Seal)

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, personally appeared before me \_\_\_\_\_, whose identity is personally known to me or proved to me on the basis of satisfactory evidence, and who, being by me duly sworn, did say that he/she is the Attorney-in-fact of the above-named Surety Company, and that he/she is duly authorized to execute the same and has complied in all respects with the laws of Utah in reference to becoming sole surety upon bonds, undertakings and obligations, and that he/she acknowledged to me that as Attorney-in-fact executed the same.

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My commission expires: \_\_\_\_\_

Resides at: \_\_\_\_\_

NOTARY PUBLIC

**Agency:** \_\_\_\_\_  
**Agent:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_

Approved As To Form: May 25, 2005  
By Alan S. Bachman, Asst Attorney General